

## **MAIN STREET ADVISORY BOARD MEETING MINUTES**

The Town of Manteo Main Street Advisory Board held a meeting on Thursday, December 15, 2022 at 4:00 p.m. at 407 Budleigh Street, Manteo, NC.

The following members were present:

- Tanya Lamo, Chair
- Jamie Anderson, Vice-Chair
- Rashad Daniels (4:10)
- Charles McKenney
- Burnley Cook
- Michelle Lewis (4:10)
- Sherry Wickstrom, Board of Commissioners Liaison

Members absent:

- Bill Massey
- Jessica Sands
- Garrett Basnight

Staff present: Michele Bunce, Program Manager

**CALL TO ORDER** Chair Lamo called the meeting to order at 4:08 PM.

**SUBJECT: Adoption of Agenda**

**MOTION:** A motion was made by Vice-Chair Anderson and seconded by Member McKenney to adopt the agenda and was approved unanimously. **Motion carried.**

**SUBJECT: Approval of November 3, 2022 Minutes**

**MOTION:** A motion was made by Vice-Chair Anderson and seconded by Member McKenney to approve the minutes and was approved unanimously. **Motion carried.**

**SUBJECT: Walking the Beat of Main Street**

Ms. Bunce shared a video showcasing the branding story of Apex, NC entitled the Peak of Good Living.

### **NEW BUSINESS**

**SUBJECT: Main to Main Trail**

Ms. Bunce reviewed the Main to Main Trail information with the board members. This project was created by the NC Main Street & Rural Planning Center. As a Main Street community, we are automatically included on the trail. Specifically, we are a part of the Northeast Region Trail. Ms. Bunce shared a Main to Main Trail map and social media calendar with the board members. The map is posted currently at Town Hall, is on the Town's website, and in the two informational kiosks in town.

Chair Lamo stated that she had a colleague that presented on the Main to Main Trail, which helped encourage communities to work on their trails. The trails are a great way to experience NC

communities throughout the State, and it helps to connect trails in the Main Street communities specifically. Ms. Bunce also mentioned that the State of NC has designated the year 2023 as Year of the Trail, making the Main to Main Trail project an even more valuable component of the Main Street program this year.

**SUBJECT: Appointment of Vacant Member Position**

Ms. Bunce stated that there is still one vacant Town of Manteo Main Street Advisory Board position. She asked the board members if they would like to move forward with filling that vacant position. Vice-Chair Anderson stated that she thought they already approved doing so. Ms. Bunce mentioned the option of filling the position with a representative from the College of the Albemarle (COA). Member Lewis asked if anyone lived in the Manteo area that worked at COA. Ms. Bunce stated that there are a few COA staff that do live in Manteo. Member McKenney asked if anyone from COA was interested. Ms. Bunce stated yes.

The board members agreed to move forward with contacting Dean Sweeney to see if someone from COA would be interested in being appointed to the Town of Manteo Main Street Advisory Board. Ms. Bunce stated she will move forward in doing so.

**OLD BUSINESS**

**SUBJECT: Update and Organization of Identified Priorities**

Vice-Chair Anderson provided an update in regards to the Merchant Mingle activities and the establishment of the Manteo Business Association (MBA). The MBA is one of the top five priorities identified by the board members in the Economic Development Implementation Plan (EDIP). Vice-Chair Anderson stated that surveys were handed out and sent to local businesses and organizations asking for their feedback on what they see as priorities and challenges. She stated that now other groups attending the meetings are offering sponsorship of the meetings, whether it be food and drink or meeting space. There is definitely more momentum than in years past in regards to the creation of an MBA. Vice-Chair Anderson stated that the group is looking at holding monthly social gatherings and quarterly Merchant Mingles to discuss business. Chair Lamo asked if there had been any new members attending the Merchant Mingles. Ms. Bunce stated yes, including the Tranquil House Inn and The Lost Colony Outdoor Drama group.

Town Manager Dickerson informed the board members that there are monies budgeted for wayfinding and branding. She also shared with them that she is currently drafting a Request for Proposal (RFP) to help find a company who can provide the services needed to help the Town with this project. Vice-Chair Anderson asked how the RFP would be distributed. Town Manager Dickerson stated it would be distributed to various groups, including but not limited to, appropriate forums and email lists. Wayfinding and branding are two of the top five priorities identified by the board members in the EDIP.

Ms. Bunce provided handouts to the board members listing historic, cultural and scenic areas in Manteo. These were possible properties that members could choose to tell the story of in an effort

to help with historic and preservation efforts. Member Lewis stated that we needed to add the AME Zion church and the Pioneer Theatre. Telling our story is one of the top five priorities identified by the board members in the EDIP.

## **PRESENTATIONS AND REPORTS**

### **SUBJECT: Homework Assignments**

Ms. Bunce stated that she will bring a list of more potential properties for interested members develop a story for at the next meeting. Telling our story is one of the top five priorities identified by the board members in the EDIP.

## **PUBLIC COMMENT**

*Members of the public are invited to address the Main Street Advisory Board on any topic. Public Comment is not intended to require the Board to answer any impromptu questions or to take any action on items brought up during the public comment period. Speakers will address all the comments to the Board as a whole and not one individual member. Discussions between speakers and members of the audience will not be allowed. Time limits are 3 minutes per person or 5 minutes per group. Please identify yourself and your location so that your statements can be recorded.*

There were no comments offered by the public.

## **ADVISORY BOARD MEMBER COMMENTS**

Member Daniels asked about the status of the Pioneer Theatre. Member Lewis stated that there are grants that could help with keeping the theatre open. Member Lewis stated that she has experience with grant writing, and would be happy to help if it is ever needed. Commissioner Wickstrom stated that there is a movement currently to help restore and preserve these types of local theatres. Town Manager Dickerson stated that there are people who have interest in purchasing the Pioneer Theatre.

## **ADJOURNMENT**

A motion was made by Member Lewis and seconded by Member Daniels to adjourn the meeting and was approved unanimously. **Motion carried.**

Meeting adjourned at 5:12 PM.

This the 15th day of December 2022.

ATTEST:

---

Jamie Whitley, Town Clerk